



## DEMUSIS Meeting Minutes Report

Subject of the Meeting:	Annual Project Management Board meeting 2020
Date:	10-11 December 2020
Minutes Prepared by:	Dušanka Jelenković Vidović
Time and Location:	10:00, Online (Zoom platform)

### 1. Attendance at Meeting

Name	Institution	Signature
Biljana Mandić	Faculty of Philology and Arts, University of Kragujevac (P3)	
Biljana Radovanović	University of Arts in Belgrade (P1)	
Bojana Borković	Academy of Arts, University of Novi Sad (P2)	
Dimitrije Cvetković	Mad Head Games (P10)	
Dragana S. Jovanović	Faculty of Music, University of Arts in Belgrade (P1)	
Dragana V. Jovanović	Faculty of Music, University of Arts in Belgrade (P1)	
Dušanka Jelenković Vidović	Faculty of Music, University of Arts in Belgrade (P1)	
Elsa Ferreira	Royal Conservatoire The Hague (P4)	
Ira Prodanov Krajišnik	Academy of Arts, University of Novi Sad (P2)	
Ivana Perković	Faculty of Music, University of Arts in Belgrade (P1)	
Jelena Jevtović	University of Kragujevac (P3)	
Ljuba Brkić	Faculty of Philology and Arts, University of Kragujevac (P3)	
Mantautas Krukauskas	Lithuanian Academy of Music and Theatre (P6)	



Marko Stojanović	Faculty of Music, University of Arts in Belgrade (P1)	
Martin Prchal	Royal Conservatoire The Hague (P4)	
Milena Shushulova	New Bulgarian University (P5)	
Milena Stanišić	Faculty of Music, University of Arts in Belgrade (P1)	
Natalia Afeyan	New Bulgarian University (P5)	
Nenad Filipović	University of Kragujevac (P3)	
Nikoleta Dojčinović	Radio-Television of Serbia (P7)	
Olivera Gračanin	Academy of Arts, University of Novi Sad (P2)	
Olivera Mijatović	University of Kragujevac (P3)	
Paulina Gut	Association of	
Rima Rimšaite	Lithuanian Academy of Music and Theatre (P6)	
Sanela Nikolić	Faculty of Music, University of Arts in Belgrade (P1)	
Sanja Žugić	Mad Head Games (P10)	
Siniša Bokan	Academy of Arts, University of Novi Sad (P2)	
Stanislav Veljković	Radio-Television of Serbia (P7)	
Vladimir Blagojević	Faculty of Philology and Arts, University of Kragujevac (P3)	
Vladimir Cvijić	Faculty of Music, University of Arts in Belgrade (P1)	
Zoran Komadina	Faculty of Philology and Arts, University of Kragujevac (P3)	



## 2. Meeting Purpose

Annual Project Management Board meeting

## 3. Meeting Agenda

### THURSDAY, DECEMBER 10<sup>th</sup> 2020

#### 10:00–10:15 Opening addresses

*Nenad Filipović*, Rector, University of Kragujevac

*Biljana Radovanović*, Vice-rector, University of Arts in Belgrade

*Siniša Bokan*, Dean, Academy of Arts, Novi Sad

*Zoran Komadina*, Dean, Faculty of Philology and Arts, Kragujevac

#### 10:15–10:30 Opening and welcome to the new members – *Ivana Perković*

Meeting agenda – *to be approved*

Minutes of previous meeting (17.09.2020) - *to be approved*

Brief summary of the project progress in 2020

#### 10:30–11:15 WP 8 Project management – *Ivana Perković*, chair

Change in the partnership composition – *Dimitrije Cvetković*  
(*Mad Head Games*)

Technical implementation report (very short review) – *Ivana Perković*

Timelines – *Dužanka Jelenković Vidović*

Financial management and reporting – *Milena Stanišić*

Discussion

#### 11:30–12:30 WP 3 Staff training and development of teaching resources – *Ira Prodanov*, chair

Training of teachers for new academic courses (LMTA, NBU) – *Ira Prodanov, Mantautas Krukauskas*

Training of teachers and staff for distance learning and LoLa equipment – *Ira Prodanov, Dragana Jovanović, Biljana Mandić*

LoLa teaching/performance – *Marko Stojanović*

Preparation and publication of teaching materials – *Ira Prodanov*

Preparation of online courses – *Ira Prodanov*

Discussion

**13.00–13:30 WPs 1 & 2****WP1 Preparation and analysis** – *Ivana Perković***WP 2 Upgrading of methodology** – *Milena Stanišić*

Discussion

13:30 Short wrap-up, end of the first day

**FRIDAY, DECEMBER 11<sup>th</sup> 2020****09:30–10:45 WP 4 Implementation of reformed and new study programmes** – *Olivera Gračanin, chair*Enrollment of students to modernized and new study programmes – *Olivera Gračanin*

Implementation of modernized and new study programmes –

*Dragana S. Jovanović, Sanela Nikolić*EU HEI partners teaching visits Implementation of online courses – *Olivera Gračanin, Milena Stanišić*

Student placements

Discussion

**11:00–11:15 WP 5 LLL courses** – *Biljana Mandić***11:15–12:15 WP 6 Quality Control and Monitoring** – *Vladimir Blagojević, chair*Annual Review of the QA – *Vladimir Blagojević*Short Quality Monitoring Reports on 1.5, 3.1, 3.2 – *Elsa Ferreira*Short Quality Monitoring Reports on 2.5, 7.1 – *Sanela Nikolić*Short Monitoring Report on 2.6, 5.1 – *Paulina Gut*

Discussion

**12:45–13:30 WP 7 Dissemination and exploitation** – *Olivera Gračanin*

Dissemination and exploitation activities in 2020

The plan for 7.4, 7.5, 7.6, 7.7

Discussion

**13:30–14:15 Final discussion and wrap-up** – *Ivana Perković*

Evaluation of the progress report – a discussion

Draft timeline 2021

Project extension

Final discussion

Closing remarks, end of the meeting

#### 4. Meeting Notes, Decisions, Issues

**Opening addresses:** The Rector of the University of Kragujevac Nenad Filipović greeted the participants of the meeting and briefly presented the University, its faculties institutes and studies, announced new study programs established and expressed his content with the University of Kragujevac participation in the project.



The vice-rector of the University of Arts in Belgrade Biljana Radovanović saluted everyone on behalf of the coordinating institution. She stressed the importance of the project to the University of Arts and its international academic reputation, and well as for music students and teachers. She reminded of some of the main goals of the project, as introducing new innovative study programs, rising in that way music education to the higher level and opening up new career perspectives for academic musicians. Other specific benefits from the project – equipment purchase completed; University of Arts acquired new digital piano, video conferencing system, enriching the resources of the University and other academic partners, will also highly contribute to the sustainability of the project.

Zoran Komadina, Dean of the Faculty of Philology and Arts from Kragujevac expressed his content for meeting the project members and partners, as well as his regret that he could greet them in Kragujevac as a host, to exchange experiences and ideas in person. Nevertheless, the pandemic had clearly showed why it is so important to work on digital skills and distance learning platforms, and that much faster than it was hoped. Teachers and students of FILUM had started to learn and use tools for online teaching and learning. He acknowledged the full support from the Faculty of Philology and Arts to the project, reminding that he personally participated in many project activities.

Siniša Bokan, the dean of Academy of Arts from Novi Sad, acknowledged the benefit for the Academy and its study programs, as sharing experiences with other partner institutions creates “a good picture” for further initiatives and project that can applied together in the future. He further praised the project and the quality of its implementation especially under these changed circumstances, concluding with thanking to Ivana Perković and Olivera Gračanin for leading the project so successfully.

**Welcome to the new members:** the new member of the project consortium Mad Head Games was particularly welcomed, as well as the new members of PMB: Vladimir Cvijić on behalf of the Faculty of Music in Belgrade, Rima Rimšaitė on behalf of the LMTA. The changes in the organization of work packages were also noted – WP4 is now led by P2 and with Olivera Gračanin as chair, along with new institutional contact persons at the Faculty of Music – Dragana V. Jovanović for WP3, Dragana S. Jovanović for WP4 and Marija Karan for WP7. Milena Stanišić is the contact person for the Faculty of Music in Belgrade, ensuring the equal project representation on all national academic partner institutions.

Meeting agenda and Meeting minutes from the previous exceptional PMB meeting on September 17<sup>th</sup> 2020 were approved.

Brief summary of the project progress in 2020 ensued, drawing attention to the milestones reached in 2020 in each of the work packages.

### **WP 8 Project management**

Dimitrije Cvetković presented *Mad Head Games*, the new consortium partner – its history, main activities, what they will offer in the scope of the project with project goals in mind. MHG is a private computer games enterprise founded in 2011, with 4 premises in Belgrade and Novi Sad and 130 employees. Over the course of 7 years, they have published over 60 games, translated into several languages, one of the leading gaming companies in SE Europe, focusing on creative innovative creative video games relying on adventure stories, high quality graphics and music. Also focused on creating a strong gaming community in



the region, educating and supporting talented young people who want to create a career in this industry, and regularly hosting educational events, lectures and workshops, sharing their experience and expertise. That is why MHG are excited to participate in DEMUSIS project. The audio department consists of 5 graduate sound designers who are alumni of the Faculty of Dramatic Arts in Belgrade, composer graduated from the Academy of Arts in Novi Sad and an audio director. MHG have a complete ownership of the audio part of the games, both creative and technical; part of the process of creating sounds for their games is hiring musicians for recording sessions of original music. Some of the expertise to be shared with students in the framework of the project are the specifics of the sound and music in software development, as opposed to learning sound design and music for linear media such as film or television, music composition and arranging techniques for interactive media. These are important new branches of working with music in new media and as such, important to share with music students.

*Technical implementation report (very short review)* was briefly looked into – its contents, submission date, main topics covered and additional tables on demand of EACEA with MHG included in the request of 2<sup>nd</sup> prefinancing and financial statement.

Preliminary content of the progress report evaluation by EACEA was sent by the project advisor Giulia Moro on 9 December and immediately shared with members of the Board. It is not formal document yet (it was supposed to be sent a month prior but is late due to the difficult situation in Brussels in sharing the workload in corona outbreak circumstances), but it contains the most important comments and suggestions. The project is praised for dedication, commitment and excellent partnership relations, which is, by common agreement of partners “a wind in our back to continue with the good work”. The complete preliminary evaluation was looked into more on the second day of the meeting.

*Project timeline update* included changes to the one introduced in September 2020, with the date of the accreditation of PRIMA introduced, new dates for (online) teacher training in 3.1 at P4-P6, 3.2 at P1; postponement of accreditation of LLL courses 5.1 influencing the whole WP5; timeline for WP6-8 updated with dates of new meetings and realized activities.

All partners are welcome to add new important date to the project timeline and it will be made available at the project website under [Library](#) / Documents section.

In *Financial management and reporting*: budget overview created for TIR and expenditure according to the type cost were looked into. The declared 77.53% of the budget is spent; request for 2<sup>nd</sup> installment submitted with TIR; the dynamics of budget transfer overview offered (1<sup>st</sup> installment to all completed, all other transfers depend of reporting and supporting documentation on expenditure provided by partners). In the face of travel limitations PMB should agree on how to claim travel costs not spent: if no new information on the possibility of transferring the budget funds between different headings have not reached us yet, then according to previous rules, each of the budget heading can be increased for up to 10%, meaning that from the travel budget we can transfer 54000 EUR. If therefore no permission to transfer all the travel budget is received, the complete funds cannot be spent. Cancellation of travel effects staff costs as well, and further decisions on how to proceed are depending on the reply from the Agency and results of the request for project extension.



### **WP 3 Staff training and development of teaching resources**

*Training of teachers for new academic courses (LMTA, NBU):* In previous week 27 teachers from Serbian HMEIs (P1:13, P2:8, P3:8) attended the online training by P6. In addition, individual consultations were organized as well, according to the needs. Colleagues from P6 very eager to show their experience in distance learning, well received by Serbian colleagues. Even though the distance training has its limitations, an overview of all topics relevant for the project was offered at the training by P6, although conclusion was each of the topics could be the subject of a week-long training. The topics included examples of Moodle teaching at LMTA, methodology of distance learning, how to adopt the courses for distance learning, tools to use for video conferencing and Moodle.

Schedule for teacher training at NBU (P5) defined and will be shared on 21-22 December. The online application form will be shared with P1-P3 teachers, containing the training agenda so that teachers can choose freely according to their field of work and interest. Applications are to be opened from 11-15 December. P1-P3 contact persons for WP3 should contact colleagues who applied but could not attend P6 training and those whose particular field of interest features in the training agenda.

Planning the teacher training with P4: at the kick-off meeting the plan was made not to organize the training as with P5 and P6; rather to organize a bootcamp. Last September a visit of P1 and P2 members to the Hague was organized, in order to learn more on the organizational issues. Two weeks ago, in a meeting with the project contact person, Renee Jonker, who is leading the bootcamp in the Hague, proposed for a bootcamp in Serbia to be organized in a blended form, with P1-P3 students working online with the teachers from the Royal Conservatoire Hague and live with teachers in Belgrade, Novi Sad and Kragujevac. A suggestion has been made for the P4 to lead the teacher training online in the field of music entrepreneurship and especially in training the teachers from P1-P3 to work with students in the bootcamp. The teacher training will therefore be organized some time prior to the student bootcamp. It will be important to inform the P1-P3 teachers what it is all about and to coordinate well the cooperation between the Serbian teams and P4 teachers. The bootcamp as a form of learning is a rather peculiar thing that needs to be prepared well. Ira Prodanov, the WP3 chair, offered to share a video made with the participants of the workshops "Arts – Communication – Media" done in September 2020 with students of the Academy of Arts in Novi Sad and based on the experience from the bootcamp at the Royal Conservatoire The Hague. Student impressions were great and positive, as the experience with improvisation was much different compared to their usual with teaching.

It was agreed to set a meeting with Renee Jonker and coordinator from P4 in February 2021, to set outline of dates for teacher training and the bootcamp.

Regarding *Training of teachers and staff for distance learning and LoLa equipment* each national academic partner (P1-P3) presented its experience and activities so far in the use of the developed Moodle-based platforms and LoLa system for distance music performance. Each partner presented this activity at their own institution.

At P2 LoLa system has not yet been used for distance music performance due to the specifics of the position of the equipment (and Covid-19 imposed restrictions in entering the premises so far), but more to the specificity of the security protocols of the university reducing the throughput of the network. For LoLa performance to work without any latency it is necessary for some of the protective firewalls to be dropped, so any LoLa activity has to



be planned and announced in advance and allow the P2 IT team to switch the protection off. Nevertheless, it is possible to organize some LoLa event at the Academy of Novi Sad by the end of the project, as long as it is announced enough time prior to it.

The training for P2 Moodle- based platform "Sova" was held at the beginning of March 2020, with the basics held live and follow-up online, due to outburst on pandemic. Currently over 100 courses, lectures and forums are offered on "Sova". Along with it, Trello platforms is much in use as it is user friendly and students like it, especially for sharing materials. The use has risen much since the classes have been moved online instead of live sessions.

At P3, the Moodle platform is installed and prepared for use. When classes were shifted to online at the outbreak of pandemic, not everything was ready, so Google Classroom was used much, as well as the internal platform for online teaching. However, teachers who attended the online training by LMTA and will be attending the training by NBU will facilitate putting to use the Moodle platform. The institutional training for Moodle will be organized in the beginning of the Spring semester, so that the Moodle platform can be implemented to the full extent by the beginning of the next academic year in October 2021.

At P1, the teacher training by P6 raised some question about the complication of the whole process of LoLa performance and how to make it more accessible to the teachers. It was concluded, based on the LoLa masterclass within the P6 teacher training, that masterclass as a form of teaching is very suitable for this type of distance teaching, and it should be used more in this way. It does provide a complete impression of being together – the teacher can really act the same way as if he/she was in the same room with the student, and it is not possible with Zoom or other commonly used platforms, especially for music performance because of the great latency in sound.

The Moodle platform in Belgrade is user friendly, there are already some courses implemented. Tutorials for the use are prepared by FoM IT staff member and teachers. The training will start the next week provided by the University of Belgrade IT center, with 35 teachers applied so far.

According to the project proposal, the numbers for 3.2 are at least 18 teachers from P1-P3 and at least 10 staff members, which has to be had in mind. The plan was for P1-P3 to develop their own platforms not knowing that by the time of the implementation they will be already widely accepted. So instead of developing, Moodle-based platforms were adapted, making it not necessary for that many staff members to participate in the training for Moodle (IT staff members held the training and organized it). In return, the number of teachers attending is already doubled up, even without taking into account the numbers from P1 which will be known after the training starting next week. 3 staff members will be trained, at P1 and P3 each.

*The process of organizing and implementing LoLa teaching/performance* was presented by Marko Stojanović from the Faculty of Music in Belgrade, who shared his experience in working with LoLa and recent training by P6 with masterclass in harp held.

*Preparation and publication of teaching materials:* By the project proposal 8 textbooks or manuals for modernized studies were planned, with distribution P1:4 P2:2 P3:2, and 5 textbooks and/or manuals for the new master study program(s). Deadline: 31 March 2021 for this activity. The decision is reached for this deadline to be prolonged, but in consultations first within the WP group and shared afterwards with the rest of consortium in a month (by 10<sup>th</sup> of January) with the dates, the number of publications, titles, authors, and the reason for postponement explained, for reporting purposes. One reason for





postponement is potential switch between the budget lines, for the unused travel costs to be used for printing, waiting for the decision on headings for each budget line.

P2: The textbook for the new course Methods for music education in digital environment is currently being prepared, but not defined whether it will be published as a hardcopy or e-book. Hopefully it will be ready in March/April.

P3: 3 textbooks/manuals in preparation for printing – Basics of music entrepreneurship, Psychology of communication, Computer music notography, with plans for publication in Spring 2021.

Note: the printing costs are not budgeted and should be co-financed by P1-P3 own resources.

*Preparation of online courses:* At P2, lot of courses (reformed in the framework of the project) are now online and consultations are conducted online as well – such as history of music, music analysis, music and media courses, with pre-recorded lectures and online direct consultations, as well as Creative digitization, Music production, Basics of music recording and production, Dramaturgy of Sound.

At P3, the course Computer music notography is being prepared to go as a fully online course in academic year 2020/21.

At P1, the Moodle platform in use for a great number of courses – over 40. The platform is used also for posting study materials, homework, forums, tests and tasks. At the moment 611 students involved in e-learning platform-based courses.

**WP1 Preparation and analysis:** Completed according to the project proposal but not according to the current adjustments. Initially 1 study program was planned; instead, 2 are already accreted at P1 with students enrolled – Music Direction and Applied Research in Music. P2 planned a new master study program Music Production with a plan to submit it for accreditation in the next semester.

The Music Direction study program was the first to be accredited. It belongs to the field of arts, with the main aim to shape music professionals skilled in diverse creative processes. On [Demusis website](#) all elements of the study program are translated along with the names of the courses, so that foreign colleagues can find out more on the program. It's a two-year study program with 120 ECTS. Learning outcomes include development of practical skills by using contemporary methods of music production, recording, music distribution, theoretical knowledge, like understanding the repertoire and material, and general competencies, like developing understanding of psychological thinking and communication skills. The aim is for students to gain knowledge and skills for independent artistic activity, and to work in various cultural institutions and media.

The other study program – Applied Research in Music belongs to the field of humanities with the main objective to educate students of innovative profile in accordance with current and future market requirements. The outcomes are directed to the students' ability to recognize and apply value potentials of music (economic, social, cultural), importance of potential of digital technologies, and knowledge and skills relevant for research in music in various contexts in public, civil and business sector, connected to a more engaged position of academic musicians in the society. Further information available [on the project website](#).



**WP 2 Upgrading of methodology:** Most of the activities in this WP completed by December 2019. Since then, the permission from Giulia Moro to proceed with direct procurement for the parties with no offers has been obtained. Out of 39 pieces of software, 31 was acquired for P1. Part of the remaining software is in the purchase process. However, at the moment, all the software necessary for teaching is obtained.

P2 acquired all the equipment envisaged and it is in use.

P3 is still missing the planned video equipment (cameras, streaming device, lightning package). The problem lies in lack of appropriate offers on the market, or offered by higher prices than the resources allow, or that the models in project proposal are already a bit outdated, with new models coming up with much better performance. An approval from the Agency for modifications and further direct purchase has to be asked, with a clear and justifiable explanation for the delay in direct purchase and purchase this late in the project (in 3<sup>rd</sup> project year) must be offered when asking for an approval from the EACEA officer in charge, such as who is going to use the equipment and to what extent.

In 2.6, all Moodle platforms installed and in use.

#### **WP 4 Implementation of reformed and new study programmes**

P1-P3 *students are enrolled to modernized study programmes*, with the new and reformed courses implemented in 2019/20 and continuing in the current academic year. Two new courses – Digital portfolio and Psychology of communication are to be implemented in master studies at P3.

*Implementation of the two new study programmes* – Music Direction and Applied Research of Music (PRIMA) started in October 2020 at P1. Both programmes, their foundation, structure, objectives, study outcomes, competencies gained were presented.

*EU HEI partners teaching visits:* Planned 4 teachers from P4-P6 each to P1, 2 to P2, and 2 to P3, for academic years 2020/21 and 2021/22, with 5 teaching days (numbers of teaching hours are not defined, but should be at least 8 hours, like in Erasmus+ teaching mobility program). The visits can include different types of interaction with students – lectures, master classes, workshops, small project, etc. Discussion on how to deal with COVID-19 imposed travel constraints and restrictions in implementing this project activity, and how can it be done online until these restrictions are lifted. Currently, 2 teachers from P5 and 2 from P6 are appointed by P1 as visiting teachers in new master study programs. In addition, Renee Jonker from P4 currently engaged as guest teacher (1 online lecture and 1 workshop) with students of new course Basics of project planning and music entrepreneurship and PRIMA master at P1. As now the teaching is conducted online, it is recommended to invite as many teachers as possible for (online) guest teaching, and have as many different interactions with students. The proposal is to use the same methodology as in teacher training, after the training is completed. In the quality assurance questionnaire to teachers who attended the P4-P6 teacher training, a question should be included on the names of the teachers from EU partner institution the P1-P3 would like to collaborate and invite for teaching visit(s).

*Implementation of online courses* was mostly overviewed in the presentation of WP3.3 activity.

*Student placements:* at P7 currently are restrictions on the number of the people allowed at the premises which prevents the live student placements. Moreover, the nature of the tasks and type of job to be observed and/or to be included by students cannot be done online. It



was therefore agreed to meet in February or March 2021 to discuss the situation at the time and possibility for implementation of live student placements.

At P10, online student placements can be done to the full extent as all the employees are currently working remotely. If the format will indeed be an online one, Mad Head Games offered to host even more students than proposed by the project plan (10). The exact dates of the placements are to be set at the meeting in February/March 2021.

**WP 5 LLL courses:** The national call for accreditation of LLL courses by the National Office of Vocational Education and Training and Adult Education (ZUOV) was in October postponed for one year in order to allow for the courses accredited in the previous call to be completed, since they could not be during the COVID-19 lockdown. The instructions, forms and standards for course proposals submission for the accreditation will be posted on ZUOV website and looked upon in more details in 2021.

**WP 6 Quality Control and Monitoring:** The results of the first QAG meeting with the external evaluator were shared, including amendments to the Internal assessment sections of the Project Quality Assurance Plan in order to emphasize the QAG role in monitoring the quality of content and timeline of deliverable implementation, as well as to define the procedures for their assessment.

Annual Review of the Quality Assurance Group was shared prior to the meeting (in meeting materials) and now was briefly overviewed, with summaries of the short Quality Monitoring Reports on project deliverables 1.5, 2.5, 3.1, 3.2. 5.1 and 7.1.

All the proposed updates of the quality assurance documents were adopted.

**WP 7 Dissemination and exploitation:** Dissemination and exploitation activities in 2020 were shortly presented based on the [Project Dissemination and Exploitation Plan](#).

The deadlines for 7.3 (*Academic and Sustainability Plan*) were made, with the draft to be sent to partners with asking their input in January 2021. Sustainability ideas and suggestions that could be added in Academic and sustainability plan were discussed. A proposal was made by P4 to plan the involvement of EU partner teachers in Serbia study programs on regular level after the project is finished. It doesn't necessarily have to be based on strict formal agreement, but it can be done in more (an agreement or contract), or less binding way (some kind of letter of intent).

*Recommendation from the Agency about social engagement and civil society*, as the 3<sup>rd</sup> project objective, were discussed. Although it is visible, it should be more visible and that is not something to be accomplished by one activity. The problem of how to bridge the gap between the higher music education institutions and civil societies is something to always be on a mind when playing any project activity. It should be addressed in student projects, in teaching, in dissemination. In the project proposal it was promised that the students will be encouraged to make small-scale project relevant for marginalized and vulnerable groups. The possibilities for organizing a *public debate* (not necessarily a live one, but in media) on the question of the relationship between higher education and civil society were discussed. It is possible; however, the effect would be much better if organized as planned in the framework of Novi Sad EU Capital of Culture manifestation, which would provide much bigger visibility. They have all the access to the media, facilitating communication and



visibility. The decision is made to postpone the public debate for 2022, pending decision on the request for the project eligibility period extension.

A possibility for a blended smaller-scale event as a kind of "rehearsal" for the main event in the last project year was opened as well – to gather questions, issues, to explore opinions, engage people and then to offer answers in the main event. Suggestion for the event date is May 2021. The date of the public debate will be proposed depending on the NS Capital of Culture agenda. Encourage students to explore these issues in their small or big projects and make them aware that they will have the opportunity to present their projects publicly.

*Printing of promotional materials:* live events where the materials could be distributed were all canceled in 2020, which is mostly the reason for delay in printing. Suggestion to make at least a part of the planned circulation (USB sticks, pens, and so on) and have them ready for the occasion when the opportunity for the live events provides itself.

*Sharing all project dissemination activities:* In Dissemination Plan there is a link to an open Google document covering all the dissemination activities, for all the partners to enter the data on their dissemination activities. It facilitates keeping track of the activity and provides a wider look on the dissemination, to see maybe which areas are a bit neglected and which need to be pushed upfront a bit.

### **Final discussion and wrap-up**

*Evaluation of the progress report:* the complete email by project advisor at EACEA Ms. Giulia Moro was shared:

#### **RELEVANCE**

The project's objectives remain pertinent to needs, problems and issues of higher education in Serbia as well as the intended target groups and beneficiaries.

We acknowledge with pleasure that 2 elements have positively affected the relevance of the project: i) increasing interest in digital competences in Serbia and ii) pandemic crisis is impacting the education, culture and music practitioners.

The first element enhances the relevance of the courses introduced by the DEMUSIS project dealing with digital audio at all levels as well as increases the appeal of the project results and affect the exploitation.

The second element is valorizing the importance of digital technologies, entrepreneurial approach, transferable skills relevant for musicians, course delivery methods; in addition, it contributes to open new career prospects and make changes regarding employability.

#### **QUALITY OF THE PROJECT DESIGN AND IMPLEMENTATION**

Most of the project activities are implemented in line with the workplan. The adjustments adopted in the various activities are the indicator of a high sense of adaptability with the aim of maximize the impact.

Considerable work has been executed in view to achieve the three objectives of the project

- 1) new master programme "Music in digital environment
- 2) continuing professional development for music professionals
- 3) strengthening music education in its lessons in citizenship and cultural participation

The majority of the expected results at midterm has been delivered.

A number of results exceed the initial expectations: one could mention the introduction of 3 new master programme, instead of 1 originally planned; additional questionnaire for students and professors at all national academic institutions, in order to gather data about participants' attitudes toward digital technologies, music entrepreneurship and cultural awareness of musicians in curricula; the organization of an entrepreneurial bootcamp for students and teachers in Serbia and more.



This is commendable; however, we would like to recommend ensuring the implementation of all those activities included in the Annex I of the Grant Agreement ('Description of the project'); the Agency evaluation is based on those terms.

Delay registered so far a due to external factors: Pandemic crisis, change of non-academic partner and change of the national accreditation body in its internal procedures.

Out of these elements, we would like to raise your awareness on the fact that the change of internal procedure at the national accreditation body in Serbia may strongly affect the accreditation processes of the new study programme(s) and therefore create delays with the enrolment of students.

Quality assurance plan is complete and it tackles all aspects of project implementation with clear indicators; evaluations are performed regularly and findings are analyzed and used to improve the next steps of the implementation. The Technical Report was accompanied by the mid-term content evaluation carried out by Mr Georg Schulz (23/08/2020); the document contains a set of valuable recommendations. We would like to inform the consortium that the Agency agrees with these points and recommends to follow up on that basis.

It is also commendable that a number of steps have been already made in view to follow up on those recommendations.

Visibility rules are observed.

### **QUALITY OF THE PROJECT TEAM AND THE COOPERATION ARRANGEMENTS**

We would like to highlight that this capacity-building intervention rests upon a pertinent partnership that enables a proper transfer of knowledge from EU partners to Western Balkans HEIs.

The distribution of tasks and responsibilities strengthens the quality of the project team and the ownership of the project. The consortium has devised a well-structured management structure; the working methodologies chosen seem to be appropriate.

We would like to praise the resilience of the partnership in adapting to new situations. We took note that, beside the pandemic situation, the project has suffered from two external constrains: the change of a non-academic partner and the change of the national accreditation body in its internal procedures. These two factors have not affected the implementation of the activities as the partnership reacted on time and came up with feasible solutions. The commitment and dedication of the project coordinator, Ms Ivana Perkovic, plays a crucial role in the success of this project.

### **IMPACT AND DISSEMINATION**

The project has a great potential of impact at institutional and national level.

A number of spinoff effects (or enlargement of initial planned activities) is already in place.

The pandemic crisis is having a double impact on the project, generating delays, as the partnership has to convert all those activities that implies a mobility into virtual actions and increasing the interest and the exploitation of project results due to the strong digital nature of the deliverables in the field of arts and music.

These factors are all good pre-conditions for success. To this, a thorough dissemination strategy is associated. We took note of the number of dissemination actions at various level. We also would like to highlight the regular media coverage.

We would like to raise your awareness on the fact that the third objective of the DEMUSIS project, 'strengthening music education in its lessons in citizenship and cultural participation and to bridge the current gap between music higher education institutions and civil society' deserves particular attention in terms of dissemination. In fact, to reach out to civil society implies a cultural change, which is very ambitious to achieve in a three-year project. Consequently, we strongly recommend the organization of a series of regular dissemination and promotional activities targeted to this specific target group.



The following *Draft timeline for 2021* was agreed upon:

- WP1: student enrollment to new master study program Music Production at P2 – October 2021.
- WP2: P1 and P3 meeting on the final date for completing the equipment purchase and alternatives for items, if necessary – February 2021.
- WP3.1: P1–P4 meeting for teacher training – February 2021; Planned: At least 12 teachers from P1–P3 trained (P1:6, P2:3, P3:3).
- WP3.3: P1–P3 meeting for teaching material – February 2021; Planned: At least 8 new teaching manuals developed and published for reformed curricula (P1:4, P2:2, P3:2), at least 5 new teaching manuals developed and published for the new study programs (P1:2, P2:1, P3:2).
- WP4.3: P1–P6 meeting on online P4–P6 teaching visits to P1–P3 new and modernized courses and P1 new study programs – February 2021; Planned: 4 teachers from each P4–P6 institution for 8 hours of teaching at P1–P3.
- WP4.5: P1–P3+P7, P1–P3+P10 meeting for student practice – February 2021; Planned: 10 students from P1–P3 to P7, 10 students from P1–P3 to P10.
- WP5: P1–P3 meeting on LLL courses – Spring 2021;
- WP7.3: Academic and financial sustainability plan 1st draft January 2021, final – June 2021.
- WP7.7: Blended/online public debate – May 2021; Public debate in the framework of Novi Sad EU Capital of Culture – 2022.

*Request for project eligibility period extension* for 12-month period: Unanimously agreed upon. Tackled the question on the previous PMB meeting. Guidelines for the use of the Grant instruct that the request should be made at least 1 month prior to the planned end of the project, and for maximum of 12 months. The request should be submitted by scanned letter signed by coordinating institution's legal representative, with fully explained reasons for extension.

Reasons for the project extension will be:

- realization of live teaching visits by P4–P6 to P1–P3, with a live follow-up to WP3.1;
- realization of live student placements, especially at P7;
- realization of LLL courses in accordance with the postponement of call for LLL courses national accreditation – the main reason;
- organization of live public debate in Novi Sad and having more student project to choose for public presentation

Extension to be asked for 12 months because of the prolonged accreditation cycle for LLL courses.

All *updates in project documents* (PQAP, timeline, PMP) adopted, with documents to be published on project website in due course.

*Arrangements for project activities to be offered to external evaluator to visit/observe in Spring semester 2021:*

- summary of new study programs' curricula translated, study programs' structure translated and available on project website
- New and modernized courses teaching – FoM willing to accommodate the dates to Mr. Schulz's schedule. Suggestion to observe Music Direction lessons in March 2021 (2<sup>nd</sup> or 3<sup>rd</sup> week)



- Online student placements in MHG  
 - Teacher training  
 - sharing students' work done by using new equipment in modernized or new courses  
 The feedback of the preliminary evaluation of the technical report sent to him by Paulina Gut (P9).

## 5. Actions

Action	Assigned to	Due Date
The updated timeline to be uploaded to the Library/Documents section of the project website	Dužanka Jelenković Vidović	31 December 2020
Schedule for teacher training at NBU (P5) defined shared	P5	21-22 December 2020
Applications for NBU teacher training opened	P1-P3	11-15 December 2020
P3 Moodle platform implemented to the full extent	P3	October 2021
3.2. Teacher and staff training for the Moodle platform at P1	P1	End of December 2020
Setting the dates for P4 teacher training and student bootcamp	P4	February 2021
Setting the timeline for 3.3 (development and publishing of the teaching materials)	P1-P3	February 2021
Setting the dates for student placements in 2021	P1-P3, P7, P10	February/March 2021
Setting the dates for P4-P6 teaching visits to P1-P3 (online and/or live)	P1-P6	February/March 2021
Meeting on LLL courses	P1-P3	Spring 2021
Academic and financial sustainability plan – 1 <sup>st</sup> draft	Olivera Gračanin	January 2021
Academic and financial sustainability plan – final	Olivera Gračanin	June 2021.
Blended/online public debate with presentation of student project	P2 (lead)	May 2021
Public debate in the framework of Novi Sad EU Capital of Culture	P1-P10	2022



## 6. Attachments (documents/handouts to bring, reading material, etc.)

Description	Prepared by
Meeting agenda	P1
Project Management Plan update	Ivana Perković
Project Quality Assurance Plan with Appendix I and IV updated	QAG
Annual Review of the QAG 2020	QAG
Minutes Report_DEMUSIS QAG and Project ext. evaluator 2nd meeting 8-12-20	Sanela Nikolić
Quality Monitoring Reports for 1.5, 2.5, 2.6, 3.1, 3.2, 5.1, 7.1,	QAG
Project timeline update	Dušanka Jelenković Vidović
Exceptional PMB Meeting Minutes_17092020	Dušanka Jelenković Vidović
New study programs' structure	

## 7. Next Scheduled Meeting

<b>Date:</b>	December 2021
<b>Time:</b>	TBD
<b>Location:</b>	University of Kragujevac

[News item and Photo gallery](#)